

# INVITATION TO BID (ITB)

NUMBER: 2023050202

## SUMNER COUNTY BOARD OF EDUCATION

This solicitation document serves as the written determination of the SCS Purchasing Supervisor that the use of Competitive S  
Proposal for this solicitation is in the best interest of SCS.

RFP Title Air Filters

# NOTICE TO PROPOSERS

## TABLE OF CONTENTS

1. Specification
2. Source Selection and Contract Award
3. Schedule of Events
4. Delivery of Proposals
5. Protests
6. New Vendors
7. Attachments
  - A. Bid Form/Certification
  - B. IRS Form W9
  - C. Certification of Non-Collusion & Debarment or Suspension
  - D. Attestation Re Personnel
  - E. Attestation Non-Boycott of Israel
  - F. Standard Terms and Conditions

1. Specification

The Sumner County Board of Education is soliciting bids for air filters. The bid price must be firm for period of one year. Any deviation in pricing, during the contract period, may result in contract nullification. Increases in cost of raw materials, which are beyond the Proposer's control, will be considered as an exception. The Proposer is required to notify SCS a minimum of thirty (30) days prior to the increase. SCS must approve any price increase before it is effective. SCS reserves the right to nullify the contract if it is determined that th(h)5.tr

	Size	3-Year Average
1	8-7/8 x 24-1/8 x 1	56
2	8-7/8 x 335/8 x 1	49
3	10 x 20 x 1	144
4	10 x 28 x 1	32
5	10 x 32 x 1	104
6	10 x 36 x 1	425
7	10 x 60 x 1	363
8	12 x 12 x 1	8
9	12 x 20 x 1	176
10	12 x 33 x 1	56
11	12 x 48 x 1	336
12	13-7/8 x 28 x 1	57
13	14 x 20 x 1	120

	Size	3-Year Average
38	30 x 36 x 1	216
39	12 x 24 x 2	16
40	14 x 25 x 2	64
41	15 x 25 x 2	96
42	15 x 31 x 2	129
43	16 x 16 x 2	241
44	16 x 20 x 2	1440
45	16 x 24 x 2	24
46	16 x 25 x 2	664
47	18 x 20 x 2	272
48	18 x 24 x 2	116
49	18 x 25 x 2	113
50	19 x 28 x 2	

2. Source Selection and Contract Award

x Award, if made, will be made to



Attn: Purchasing Supervisor  
1500 Airport Road  
Gallatin, TN 37066



	Size	Price Each
1	8-7/8 x 24 1/8 x 1	
2	8-7/8 x 33 5/8 x 1	
3	10 x 20 x 1	

	Size	Price Each
38	30 x 36 x 1	
39	12 x 24 x 2	





ATTACHMENT D – Attestation Re Personnel

ATTESTATION MORE PERSONNEL USED IN CONTRACT PERFORMANCE (ED)-3.



ATTACHMENT 7- Standard Terms & Conditions  
SUMNER COUNTY BOARD OF EDUCATION (SCS)

1. PREPARATION AND SUBMISSION OF BID.

- a. Failure to examine any drawings, specifications, or instructions will be at the proposer's risk. Any deviation from the stated terms, conditions and specifications must be coordinated with and approved in writing by the SCS Purchasing Supervisor.
- b. ~~RFITB~~ SUBMITTAL / SIGNATURE: Proposal shall give the full name and business address of the bidder. If the proposer is a corporation, the name shall be stated as it is in the corporate charter. Proposals must be signed in ink by the proposer's authorized agent. Unsigned proposals will be rejected. Proposals are to be sealed and the outside of the envelope is to refer to the R number. The person signing the proposal must show their title, and if requested by the institution, must furnish satisfactory proof of his or her authority to bind his or her company in contract. Proposer understands that by submitting a proposal with an authorized signature, it shall constitute an offer to SCS. Proposals must be typewritten or in ink; otherwise they may not be considered. Purchase orders will be issued to the firm name appearing on the W9. Electronic submissions via email, etc not be accepted.
- c. SCS is not responsible for any costs incurred by any vendor pursuant to ~~the RFP~~ the vendor shall be responsible for all costs incurred in connection with the preparation and submission of its proposal.
- d. All proposers must be in compliance with ~~the~~ T.C.A. § 6-2-119 at the time of proposal submission and provide evidence of compliance

oe03 ( )1 0 23



